

COUNTY OF HOWARD

The Board of Trustees of the Howard County Junior College District met for an executive session and regular meeting in the Fireplace Room in the Student Union Building on the Big Spring site and by telephone conference call on Monday, January 25, 2021.

The following members of the Board and District Administration were present:

Dr. John Freeman, Chairman
Maxwell Barr, Vice-Chairman
Adrian Calvio, Secretary by phone
Patricia Bennett
Michael Flores
Mark Morgan by phone
Ben Zeichick

Cheryl T. Sparks, Ed.D., President
Amy Burchett, Ed.D., Executive Vice-President
Danny Campbell, Executive Dean, SWCD by phone
Pam Callan, Executive Dean, San Angelo by phone
Brenda Claxton, Chief Fiscal Officer/Controller by phone
Eric Hansen, Chief Technology Systems/Data Security Officer by phone
Rhonda Kernick, Chief Human Resources Officer by phone
Fabian Serrano, Chief Operations and Safety/Security Officer
Steve Smith, Chief Business Officer/Internal Auditor

Others present were:

Julie Bailey, Chief of Staff
Lee Bryant, Security
Emma Garcia, Executive Assistant
Terry Hansen, Chief Special Projects Officer
Iris Rangel, *Big Spring Herald*
Bryan Stokes, Director Institutional Effectiveness

Dr. Sparks explained procedures of the telephonic meeting. Chairman John Freeman called the meeting to order at 11:35 a.m. in accordance with Texas Government Section, 551.045 with Adrian Calvio and Mark Morgan positioned in remote connection and Dr. Freeman, Maxwell Barr, Patricia Bennett, Michael Flores and Ben Zeichick located in the Fireplace Room in the SUB on the Big Spring campus. Roll call was taken by voice response. Based on the suspended proceedings of the Open Meetings Act in accordance with Section 418.016 of the Texas Government Code, the meeting was open to the public through remote connection utilizing a toll-free number for audio purposes and visual presentation available on the website. The public was also entitled to participate and address the Board onsite. The meeting was recorded and will be available on the website.

Trustees moved into executive session under Personnel/551.074 concerning the Board self-evaluation.

After a brief recess for lunch, Chairman Freeman reconvened the meeting at 12:49 p.m. and Maxwell Barr led the invocation.

Next, the public was given the opportunity to communicate with the board. There were no comments.

Trustees considered routine matters including the minutes of the regular meeting on December 14, 2020, and special meeting on December 21, 2020, monthly checklist for December 2020, monthly reports of auxiliary services, and personnel matters. Mr. Barr made the motion to approve the routine matters (see attached). Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees moved to New Business. The first item was Visioning/Future Directions. Trustees discussed the Board of Trustees Institute (BoTI) webinar held Friday that shared information for Trustees involved in strategic planning across the state. Howard College Trustees then shared initial input for the 2026 vision as the planning process begins.

Next, Dr. Sparks shared the COVID-19 Response Status #10 to date that is on the website. She also discussed proposed changes to the *Open Howard College* document.

Next, Dr. Sparks shared the 20-21 Quick Facts that are available on the website.

The third item under New Business was Monitoring. Trustees considered the Request for Proposal/Student Success Management System Software that is funded by the Title V grant. Bryan Stokes presented an overview of the purpose of this software in relation to our REAL grant and college initiatives. Steve Smith presented the Request for Proposal information and recommended EAB Student Success Management System for \$861,852 for five years (see attached) based on the RFP committee's review. Mrs. Bennett made the motion to approve the recommendation. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered changes to Employee Handbook Policy 2.2 regarding councils and committees (see attached). Dr. Sparks also shared the District Organizational Chart and drill down that was approved in December. Mr. Barr made the motion to approve the handbook change. Mrs. Bennett seconded the motion. All Trustees present voted in favor of the motion.

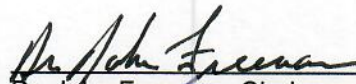
Next, Trustees were updated on construction/renovation projects. Dr. Sparks shared work to date on the Big Spring/SWCD roof projects provided by Terry Hansen. Fabian Serrano provided a brief update on the Big Spring campus boiler and SUB project.

Next, Trustees considered a resolution of thanks for the G.C. Broughton Foundation, Jr. grant of \$250,000 that funded nursing scholarships for current students and a Demo Dose Med Dispensing System for the Health Professions department on the Big Spring campus. Mrs. Bennett made the motion to approve the resolution. Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion.

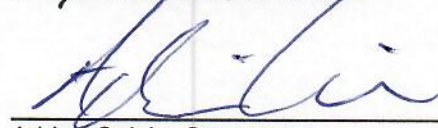
Next, Dr. Sparks reviewed the Board calendar of significant events.

Lastly, the fourth item under New Business was Board Education and Development. Dr. Sparks updated Trustees on legislative and general matters. Additionally, Dr. Sparks shared dates for future Community College Association of Texas Trustees (CCATT) webinars planned for this spring.

There being no other business, Trustees adjourned at 2:38 p.m.



Dr. John Freeman, Chairman



Adrian Calvio, Secretary
By Julie Bailey